



# Series 2009

## **MODULE V – SOPs and Document Control** **Wednesday, March 11** **1 – 2 p.m. Room 133**

This module will be repeated on Friday, Mar. 27, 1-2 p.m.

### **DESCRIPTION**

This module will focus on SOPs and document control as they pertain to regulations and good laboratory practice. A staff interactive component will emphasize practical application in the public health laboratory.

**OBJECTIVES:** After completing this module, participants will be able to

- Locate the CLIA regulations pertinent to SOPs and document control.
- Describe selected components relevant to the public health laboratory.
- Locate and describe use of other documents and forms related to these topics.
- Describe responsibilities for various CLIA titles.
- Discuss practical application of the regulations.

### **PRESENTER**

Margaret DiNatale, MS, MT (ASCP)

Quality Assurance Supervisor – Bureau of Laboratory Sciences  
William A. Hinton State Laboratory Institute  
Massachusetts Department of Public Health

### **TARGET AUDIENCE**

The series is designed for participation among all levels of laboratory personnel. To help make this series interesting and successful for everyone, analysts, supervisors and directors are encouraged to attend.

### **CONTINUING EDUCATION**

The attendance list for each session will be kept on file.

### **INFORMATION AND SPECIAL NEEDS**

Contact the Division of Laboratory Response and Communications, 617-983-6367 or 617-983-6283. Please call in advance for special needs.

Division of Laboratory Response and Communications  
Bureau of Laboratory Sciences  
William A. Hinton State Laboratory Institute  
Massachusetts Department of Public Health